
**LOS ANGELES COUNTY
HIV PREVENTION PLANNING COMMITTEE (PPC)
A Select Committee of the Commission on HIV Health Services
600 South Commonwealth Avenue, 6th Floor•Los Angeles CA 90005-4001**

MEETING SUMMARY
Thursday, June 2, 2005
1:00 PM - 5:00 PM
St. Anne's Maternity Home - Foundation Conference Room
155 N. Occidental Blvd.-Los Angeles, CA 90026

MEMBERS PRESENT

Ricki Rosales	Mario Pérez
Vanessa Talamantes	Chi-Wai Au
Jeff Bailey*	Diane Brown
Gordon Bunch	Manuel Cortez
David Giugni	Jeffrey King
Dani Mejia	Veronica Morales
Kathy Watt	Tim Young

ABSENT

Jose Roberto Barahona
Richard Browne
Elizabeth Mendia
Richard Zaldivar

* Denotes present at one (1) of the roll calls

OAPP STAFF PRESENT

Elizabeth Escobedo	Dr. Jan King	John Mesta	Giao Nguyen	Pamela Ogata
David Pieribone	Sophia Rumanes	Marcha Stevenson		

I. ROLL CALL

Roll call was taken at 1:20 PM and a quorum was present.

II. REVIEW/APPROVAL OF MEETING AGENDA

The draft meeting agenda for June 2, 2005 was reviewed and approved by consensus with the modification to move Community Co-Chairs Report before Public Comment.

III. REVIEW/APPROVAL OF MAY 5, 2005 MEETING SUMMARY

The review of the draft meeting summary for May 5, 2005 PPC meeting was postponed.

IV. COMMUNITY CO-CHAIRS REPORT

Dr. John Schunhoff, Chief of Operations for the Los Angeles County Public Health, was welcomed and introduced to the PPC. Dr. Schunhoff announced Mario Pérez is the interim director of the Office of AIDS Programs and Policy. The department intends to conduct a national search for a new Director of the Office of AIDS Programs and Policy. Dr. Schunhoff expressed the position of the department that it hopes that the process would take from four to six months. Dr. Schunhoff opened the floor for questions.

QUESTION: (Kathy Watt) With the sunset of the previous Commission on HIV Health Services (CHHS), the CHHS is seating new members, can you fill us in on the thought process of the PPC seat being a non-voting seat on the CHHS?

ANSWER: (Dr. Schunhoff) There is a revised ordinance at the Los Angeles County Board of Supervisors for the HIV Commission. The revised ordinance reduces the voting membership of the CHHS from 49 members to 39 members.

QUESTION: (Kathy Watt) Why is the PPC seat non-voting?

ANSWER: (Dr. Schunhoff) A decision was made to make three seats non-voting: HIV/EPI, the PPC and OAPP. It is required that one-third of the CHHS seats be non-aligned consumers, therefore, each time a structured seat is added to the CHHS, you may need to add another third.

Ricki Rosales reported the PPC Co-Chairs and CHHS Co-Chairs met this week. One of the topics that was discussed was a joint PPC/CHHS general meeting (possibly September).

COMMENT: (Kathy Watt) My role as the PPC representative to the CHHS is not just a communications person. I am actively involved in committees on the CHHS side.

Ricki Rosales announced the tag line "A Select Committee of the Commission on HIV Health Services" will be removed from PPC letterhead when the Los Angeles County Board of Supervisors passes the CHHS ordinance.

Ricki Rosales announced the new PPC Meeting time and meeting structure has been approved by OAPP effective July, 2005. A copy of the meeting time and meeting schedule is included in the PPC packet.

Vanessa Talamantes announced the PPC Executive Subcommittee has decided to do an introduction of the audience. The audience was encouraged to introduce themselves by name, agency affiliation and BRG represented. The self-introductions were as follows:

Toni Frederick, LAC-USC Maternal Child and Adolescent Care Unit; WSR and Youth
Paul Serchia, Consultant,
Sandy Palmer, City of Long Beach-DHHS; MSM, MSM/W, WSR
Chris Morales, City of Long Beach-DHHS; MSM, MSM/W, WSR
Victoria Shannon, PROTOTYPES; WSR
Jose Parades, North East Valley Health Corporation; MSM, MSM/W
Herberth Osorio, North East Valley Health Corporation; MSM, MSM/W
Susanna Felton, AHF;
Elizabeth (Beth) Powers, United American Indian Involvement; Native Americans
Mary Nuku, FAME; MSM, MSM/W, WSR
Christina Quinonez, LAC-HIV/EPI; Latino MSM
Kafi Battersby, Reach LA; Youth
Karla Kayler, APLA; HIV+ MSM
Kathy Bouch, Women Alive Coalition; African-American WSR, Latina WSR
Alfredo Rivera, Old Timers Foundation; MSM, MSM/W, WSR
Miguel Gonzales, Correct Help; MSM, MSM/W, Transgender, WSR
Edward Aguilera, El Centro del Pueblo; MSM, MSM/IDU, WSR, HM/IDU
Eric String, CHC Community Health Center; Youth WSR, Youth MSM
Lori Laubacher, LAC/STD Programs,
Gary Garcia, CHHS, Evaluation Coordinator
Anthony Brazier, Homeless Health Care Los Angeles; IDU
Cinderella Barrios-Cernick, LAC/ADAP; all BRGs
David Barrett, APLA; MSM
Mike Granando, LAC/HHS PCRS
Alex Chavez, ASC; MSM, WSR
Brad Esterin, APAIT; MSM, MSM/W
Michael O'Conner, HALSA; all BRGs
Magalli Ferrer, Antelope Valley Hope Foundation; MSM
Daniel Rivas, LAC-HIV/EPI; Latino MSM
Jose Hernandez, LAC-HIV/EPI; Latino MSM
Monica Har, GLAD; different groups for hard of hearing
Ms. Morris, East Valley Community Health Center; MSM, Transgender, IDU, WSR
Alicia Avalos, Women Alive Coalition; African-American WSR, Latina WSR
Susan Forrest, BHS; homeless and substance abuse w/mental health problems all BRGs
Giao Nguyen, student intern, OAPP Planning and Research
JoAnna Chase, LACOE; all BRGs w/the Los Angeles County Office of Education

V. PUBLIC COMMENT

- Cederick Earl Smoots, Campaign to end AIDS (CTEA), announced the Youth AIDS Institute in Denver, Colorado on June 25th through June 29th. This is an opportunity for 150 young people ages 16-26 to come together and learn about everything from working with the media to organizing young people to taking action to end AIDS. Flyers are available on the back table.
- Christine Rutherford-Stuart, University of Washington-School of Public Health, announced survey will be launched within the next few weeks regarding the nature of the work of HIV test counselors and stressors associated with the work.

VI. PPC STRATEGIC PLAN PRESENTATION

Copies of the PPC Strategic Plan were distributed to the PPC members and the audience. This document has been approved by the PPC Executive Subcommittee and the Office of AIDS Programs and Policy (OAPP). Vanessa Talamantes presented an overview of the highlights of the PPC Strategic Plan, which were:

- Improve Quality of Membership
- Increase Quantity of Members
- Retain Current Members
- Improve Structure
- Improve Discipline and Decorum of Meetings
- Improve Public Relations

Mario Pérez provided some background on the HIV Prevention Planning Committee (PPC) and encouraged individuals to apply for PPC Membership. The three tenets of community planning are parity, inclusion, and representation. The PPC is a formal planning body who make recommendations to the Los Angeles County – Department of Health Services – Office of AIDS Programs and Policy. In the last 12 months, there has been a drastic drop in the membership of the PPC. Some of the areas where membership expertise is lacking are expertise in Behavioral Science, individuals who identify with the gay and bisexual communities, and other areas of need.

Diane Brown reported as of December, 2005, five or six PPC Members will term out.

COMMENT: (Kathy Watt) To the audience, are there hurdles/barriers or questions regarding stepping up and applying for PPC Membership? I feel if we the PPC had an informative questions and answers session, we may be able to get more people.

QUESTION: Do we have a comment or suggestion box?

ANSWER: (Vanessa Talamantes) Yes, we do at the back table.

COMMENT: (Alicia Avalos, Women Alive Coalition) I did apply for PPC Membership and I understand the PPC is looking for specifics (Behavioral Research and Scientist, etc. In looking at the CDC, the national prevention plan strategy it is important to include scientists and behavioral research expertise but it is also important to include what the epidemic is reflective of. As we know, in Los Angeles County (especially in south Los Angeles) women of color (African-American women) are increasingly becoming HIV+. As an African-American Latina woman of color it saddens me to a certain extent to look around the table and not necessarily see women of color. There are some but for the majority of the women of color that work at organizations that primarily serve men who have sex with men and not particularly focus on the BRG of Women at Sexual Risk that are African-American and Latina. I think it is important that there is more inclusiveness. You are asking for inclusiveness. I have applied for PPC membership, I have followed up and I have asked what is the status. I have not received a response. I think one of the issues is not receiving a response after the application has been submitted, whether or not there is going to be an interview, you are not accepted, you just don't get anything at all. I think it is really important to have women of color on the PPC to reflect the epidemic.

RESPONSE: (Vanessa Talamantes) I appreciate your comments and that is something we discussed at the last Executive Subcommittee meeting, where we did realize that maybe there was not a timely response or no response at all to folks applications. Out of that discussion at the Executive

Subcommittee meeting, individuals who submit applications for PPC membership will receive an acknowledgement of receipt of application notification.

QUESTION: Do you have a timetable for that? Like when would you recommend to get back to people, within 2 weeks, within 4 weeks, or something so that the people know.

ANSWER: (Vanessa Talamantes) We have not established a formal timeline. I think on average it could take about 3 months for the review process.

COMMENT: (Veronica Morales) Maybe the Operations subcommittee can develop a letter for PPC Membership applicants. The letter would acknowledge receipt of the PPC membership application and state the application will be reviewed and the applicant will be notified within 3 months of the decision.

COMMENT: (Magalli Ferrer, Antelope Valley Hope Foundation) I received the email about the recruitment process and I was not very clear. The email indicates you are looking for behavioral scientist people and gay and bi-sexual people but the email was not very clear as to who and how many people you needed and how many groups. I looked at the email and said, behavioral science, I'm out. Gay and bisexual, I'm out too. That is the way I looked at the email, so I did not even apply. That discouraged me from applying for membership.

COMMENT: (Mario Pérez) I don't want people walking away thinking there are only two types of individuals we want to recruit. If you look at the last 12 years of community planning, there has been two areas where we have failed to have an effective recruitment strategy. The more members you add to a community planning group, the more flexibility you have to ensure all areas are reflective.

COMMENT: (Vanessa Talamantes) There is not a specific number attached to women at sexual risk or gay men or African American or Latino, etc. The way the PPC is seated, there are no specific seats (e.g. MSM seat). The seating of PPC members is based on a reflection of the epidemic. Currently, the PPC has a goal of recruiting and retaining 30 members.

COMMENT: (Kafi Battersby) I would like to reiterate the importance of the PPC to submit a letter to the Executive Directors because I do know a lot of us get sent here, and a lot of us want to be here but we can only do so much. "Because you are required to go to the PPC Meeting, so I am sending you. Well, I want to go to the Evaluation Subcommittee Meeting, sorry this is all that is required, this is all that we have time for." They might not really understand the scope of the importance of the PPC and what it does and maybe they could use a refresher or reminder of how their organization being involved can improve and impact their clients as well as the services.

COMMENT: (Vanessa Talamantes) We did follow up on that at the Executive Subcommittee and those letters are being drafted. Also, we are taking a look at the audience members that have attended the PPC meetings and those audience members that have been attending continuously, we will be sending letters out to your managers and/or directors thanking them for your participation and encourage you to attend.

QUESTION: Is there a specific person to send the PPC Membership Application to?

ANSWER: (John Mesta) The instructions on where to submit the PPC application are on the application itself. In the last sentence of the first paragraph, John Mesta, my name, with my telephone number and email address.

COMMENT: (Kathy Watt) For identification purposes, in addition to having our name on our name plates it would be helpful to list the BRG(s) that we represent so that people could get an idea.

COMMENT: The PPC should be cautious when sending out recruitment emails to the community especially when you are trying to match the epidemic because the epidemic does not match any of the populations indicated in the email at this time. The epidemic right now reflects women of color and men of color and I think we really need to focus on that as well.

COMMENT: (Diane Brown) The way that we worked toward getting the PPC composition is based upon people living with HIV/AIDS in Los Angeles County and what that distribution looked like. The

Operations subcommittee looked at the current composition of the PPC and compared that to the Los Angeles County HIV/AIDS estimate. For example: White MSM, the PPC is not quite matching up with the epidemic in the proportion of members who are White MSM on the PPC right now.

QUESTION: (Kathy Watt) Are you supposed to be those people or work and represent those areas? Are you supposed to be those people or working with that group?

ANSWER: (Vanessa Talamantes) We look at everything. We look at the composition of the demographics and we look at the composition of the expertise.

COMMENT: (Mario Pérez) I encourage the Operations Subcommittee to take back the issue and come back with a clarifying statement.

COMMENT: (David Giugni) I think we always need to be clear about what the epidemic looks like in Los Angeles County. Today, what does the demographic look like in Los Angeles County?

RESPONSE: (Vanessa Talamantes) It is the purple sheet in today's PPC packet. You can take a look at the PPC membership and the Los Angeles County Persons Living with AIDS information (most current information we have is for 2003).

VII. OAPP'S PLANNING AND RESEARCH DIVISION RESOURCE LIBRARY SURVEY

The Office of AIDS Programs and Policy Planning and Research Division has requested to administer a needs assessment survey. Pamela Ogata, OAPP Planning and Research, presented a one-page two-sided HIV Health Information Needs Assessment Survey. The purpose of this survey is to determine what resources (i.e. information regarding prevention, interventions, target population or issues regarding care or treatment) need to be accessed on a daily basis. OAPP is interested in determining some access and utilization issues regarding "Informatic" and obtaining this type of information on your part. The survey is anonymous. Please complete the survey and deposit the survey in the silver box on the back table. The floor was opened for questions regarding why should you participate, what is going to happen to the data, etc.

QUESTION: What does OAPP need the data for?

ANSWER: (Pamela Ogata) This is the first step in determining what the access and utilization issues are among community members, prevention service providers, as well as community representatives in the area of HIV/AIDS in accessing HIV/AIDS health information. This can be in response to web based links, accessing journals, etc.

QUESTION: What is OAPP going to do after they get the data back from this survey?

ANSWER: (Pamela Ogata) Analyze the data and see if OAPP can group some of the issues into major categories, then strategically plan whether we can as the Office of AIDS Programs and Policy address these issues for you. Some of the things we (OAPP) might be able to do is provide training on how to access on-line resources, maybe help you to obtain access to journals.

VIII. BREAK

IX. GOVERNMENTAL CO-CHAIR REPORT

Mario Perez reported he has several items to review and asked John Mesta to provide a couple of updates to the Governmental Co-Chair Report.

Mario Perez reported there was a meeting ten days ago in Sacramento with the California Office of AIDS to think through how California approaches HIV Counseling and Testing for individuals with no risk for HIV infection or low risk for HIV infection. In an environment with increasingly scarce resources, the State is prepared to adopt some policies that would significantly limit the number of people with no risk or low risk for HIV infection being tested in State supported HIV Counseling and Testing Programs. In Los Angeles County, this is not terribly new; we have done a few things to move in that direction. The first item is Los Angeles County requires programs to minimally ensure that 85% of the individuals tested are part of a behavioral risk group and for arguments sake, everyone who is part of a BRG is at risk. The State may say we (the State) will no longer pay Los Angeles County for anyone who got

tested in your program who was low-risk or no risk for HIV infection. That would mean that OAPP would need to absorb the cost as a program for some of those testing activities. OAPP is attempting to support sites that have a 1% prevalence. Historically, about 14 of every thousand people tested, test HIV+ and we are beyond the 1% prevalence. Within the next six to seven months, we expect the State of California to come up with a formal policy for the entire State of California.

The second item maintains the State of California has re-initiated its HIV Screening Program for Women in Labor and Delivery settings. As part of the CDC Cooperative Agreement to the State of California, the Office of AIDS implemented a Statewide Perinatal HIV Counseling and Testing Program that ended a little more than a year ago. The State has secured some additional resources so the State has identified five counties in California (Los Angeles County being one) to implement a project that would increase the number of women in Labor and Delivery who accept an HIV test (if they do not know their status) or they will confirm prior test (if you have been tested previously).

John Mesta provided an update on the CDC Annual Progress Report. The Progress Report has been submitted to the CDC and the next step is the CDC will provide feedback in the form of a Technical Review.

John Mesta reported the 2004-2008 Los Angeles County HIV Prevention Plan is at the printers. If all goes as scheduled, we expect to have hard copies of the Prevention Plan in hand by mid-June and copies would be available at our July PPC Meeting.

Mario Perez reported the Office of AIDS Programs and Policy (like many public health programs within the Department of Health Services) aggressively pursues federal and state funding. The opportunities for enhancing our local HIV/AIDS response are few outside of our traditional grants. At a subsequent PPC Meeting, I will provide an update on how the department intends to identify community based partners who could partner with the Department of Health Services on some of these future funding initiatives.

X. SUB-COMMITTEE REPORTS

- **Operations** – Diane Brown encouraged interested individuals to apply for PPC membership and PPC membership applications are kept on file for two years. The needs of the PPC change. One of the recruitment strategies is to encourage our current PPC members to recruit new members, the letters behind me mean **Every Member Owes At Least One New Member To The PPC Every Year**. Each PPC member received a packet of PPC Membership application with the PPC member's name on it. If one of these applications are received, the Operations subcommittee can identify which PPC member recruited the individual.

Diane Brown reported the PPC New Member Orientation scheduled for June 3rd has been postponed and a scaled down version of the New Member orientation will be conducted (hopefully) immediately (1 to 2 hours) before the July 7th PPC meeting. An invitation is extended to anyone who would like to attend, not just new PPC members.

The PPC Annual Planning Meeting has been approved for an overnight, possibly in December. Diane Brown reported the Operations subcommittee will be looking at feedback from the last Annual Planning Meeting at the next Operations subcommittee meeting. The next Operations subcommittee meeting is scheduled for 11:00 AM on June 14th at OAPP.

- **Evaluation** – Gordon Bunch reported Tim Young and Dani Mejia, new PPC members, joined the Evaluation Subcommittee committee. Another motivation for the PPC recruitment process is to build up the subcommittees, since much of the work of the PPC is done at the subcommittee level. At the most recent Evaluation subcommittee meeting, the OAPP Planning and Research Team presented the preliminary data analysis from the Needs Assessment Survey and the preliminary 2004 Countywide Risk Assessment Survey (CRAS) data. The plan is for the OAPP Planning and Research Team to finalize their data analysis and provide the final data analysis at the next Evaluation subcommittee meeting. The Evaluation subcommittee will discuss and decide on the format of the presentation to be presented to the Executive

Subcommittee. Following approval by the Executive Subcommittee, the Evaluation subcommittee would like to present the quantitative data analysis to the general PPC meeting (based on new PPC meeting structure either July or September).

Based on the shortage of seasoned PPC members on the Evaluation subcommittee, the PPC Executive Subcommittee has agreed to the following PPC Subcommittee assignments effective June 2, 2005.

Executive

Co-Chairs: Mario Perez, Ricki Rosales and Vanessa Talamantes

Jeff Bailey

Diane Brown

Gordon Bunch

Evaluation

Chair: Gordon Bunch

Diane Brown (assign to Chair in September)

David Giugni

Dani Mejia

Operations

Chair: Diane Brown

Chi-Wai Au

Jose Roberto Barahona

Veronica Morales (assign to Chair in September)

Tim Young

Richard Zaldivar

Standards & Best Practices

Chair: Jeff Bailey

Richard Browne

Manuel Cortez

Jeffrey King

Commission Representatives

Elizabeth Mendia

Kathy Watt

The next Evaluation subcommittee meeting is scheduled for June 21, 2005 from 3:00 PM to 5:00 PM at OAPP.

- **Standards & Best Practices** – Manuel Cortez reported the HIV Counseling and Testing Task Force and the Venue Based Task Force have been integrated into the Standards & Best Practices Subcommittee. The DRAFT recommendations from the now integrated Venue Based Task Force were distributed and countywide mapping data was distributed; however, both discussions were tabled for next month's meeting. The Standards and Best Practices subcommittee continues to work on the basic and preferred staffing competencies for Prevention Services.

Kathy Watt reported the Standards and Best Practices Subcommittee discussed the HIV Testing Blitz scheduled for next week in West Hollywood.

Jeff Bailey reported he had a dialogue with David Pieribone, OAPP, regarding the mapping the Service Provider Networks (SPNs) completed on the provision of services. However, the SPNs mapping did not incorporate the new contracts (effective 01/01/05).

- **Commission on HIV Health Services (CHHS) Report** – Kathy Watt reported Elizabeth Mendia apologized for not being present at the meeting and reported on the Statewide Transgender and HIV Conference, which took place on May 17th, May 18th, and May 19th in San Francisco sponsored by the State Office of AIDS and OAPP.

Kathy Watt reported there was a presentation by the Strategic Planning Committee at the last CHHS meeting. The Strategic Planning Committee is working on a five-year plan incorporating prevention, care, and treatment. Kathy Watt encouraged any interested individuals to attend the next meeting as the Strategic Planning is seeking stakeholders representing all facets of prevention, care, and treatment to participate.

Additionally, Ms. Watt reported:

- The CHHS Standards of Care Committee presented on the new standards for mental health and the Standards of Care Committee will report on treatment adherence and peer support at the next meeting.
- The roster of new members was presented for the new seating of the new Commission.
- Public Policy has several things and the main issue they brought forward was the Names Based Reporting which died in Committee.

XI. ANNOUNCEMENTS

- David Giugni announced July 11th and June 12th is L. A. Pride weekend and thanked Jeff Bailey and the Los Angeles Gay and Lesbian Center who covered the cost of printing the calendar of events. WEHO Life Collaborative is doing an HIV Testing Blitz starting Monday, June 6th through Sunday, June 12th. On Friday, June 9th there will be a Club Freedom Oasis of Pride dance at Christopher Street West (CSW) from 9:00 PM to 1:00 AM. The City of West Hollywood is sponsoring its third Crystal Meth Town Hall Forum on June 29th (flyers on the back table).
- Chi-Wai Au announced Reach LA will be hosting the next HIV Youth Coalition Meeting on Monday, June 6th from 3:00 PM to 5:00 PM.
- Mario Pérez announced HIV Counseling and Testing Week is being recognized between June 24th through June 28th in Los Angeles County. OAPP has looked at the eight (8) Service Planning Areas and identified at least one zip code in each of those SPAs with the highest HIV/AIDS burden defined by three things: living AIDS cases in that zip code, the proportion of high risk HIV negative testors, and the number of HIV positive testors in the last couple of years. Twelve of the seventeen OAPP funded CBO's will have an active role in doing broad testing that week and the goal is to identifying as many undiagnosed individuals as possible. Incentives are available for people who are part of a BRG or are African-American and Latino between the ages of 18-34.

QUESTION: (David Giugni) During that testing week, does that mean there will be extended hours at those sites?

ANSWER: (Mario Pérez) Yes, we are trying to offer testing for as much of the day as possible and offer testing through the same venue for multiple days as possible.

QUESTION: Do you have a flyer for the HIV Counseling and Testing Event?

ANSWER: (Mario Pérez) No, we do not have a flyer but there will be materials.

QUESTION: How many hours per testing site?

ANSWER: (Mario Perez) We are going to rely on our community-based partners. We are aware that there are some staffing realities.

- Jeff Bailey announced the kick off of the 6th Annual Trans-Unity Pride Event is scheduled for Friday, June 3rd at The Village. Through a grant from the State of California, the City of Long Beach and the Los Angeles Gay and Lesbian Center are currently recruiting spokespersons for the next phase of the "HIV Stops with Me" campaign. Jeff Bailey recognized Cinderella Barrios-Cernik and the HIV Drug and Alcohol Task Force for hosting a number of trainings throughout the year and for the work they do.
- Tim Young, APAIT, in memory of Patrick Sullivan and Savannah who recently passed away, requested to dedicate the meeting to those two individuals. Tim also extended a "Thank You" to the audience for mentioning some of the issues in terms of your applications to the PPC. In August, APAIT will be conducting a training titled *Introduction to Community Planning Groups*.
- Kathy Watt announced on June 1st Van Ness Recovery House became a non-smoking facility.
- John Mesta highlighted two new documents in the PPC packet, the new PPC meeting schedule which takes effect July, 2005 and noted that effective July, 2005 the PPC meeting start time is 12:00 Noon. Additionally, Mr. Mesta extended an invitation to all the general audience to attend the PPC subcommittee meetings. The Service Provider Network Contact Sheet is included in the PPC packet.

XII. CLOSING ROLL CALL

- XIII. ADJOURNMENT** – Meeting adjourned at 3:30PM.
Note: All agenda items are subject to action.

MOTION AND VOTING SUMMARY		
MOTION: #1: Approve the Agenda order.	<i>Passed by Consensus</i>	Motion Passed
MOTION # 2: Approve the Meeting Summary from the May 5, 2005 Meeting.	<i>Postponed</i>	Motion Postponed
KEY DISCUSSIONS/DECISIONS/ RECOMMENDATIONS		
DISCUSSION #3: Remove tag line “A Select Committee of the Commission on HIV Health Services” from PPC Letterhead	Once CHHS ordinance is approved by Los Angeles County Board of Supervisors	
DECISION #4: PPC Strategic Plan approved by OAPP, therefore effective July, 2005 new meeting time and new meeting structure.		
RECOMMENDATION #5: The Operations Subcommittee is to develop/draft an acknowledgement of receipt of PPC Application Letter.		
RECOMMENDATION #6: The PPC will send an individual letter to the each Executive Director acknowledging participation in the PPC and requesting participation in the PPC.		
RECOMMENDATION #7: PPC Member Name Plate reflects risk groups that PPC member has particular expertise in or area of prevention planning.		
RECOMMENDATION: #8: Operations Subcommittee to provide a clarifying statement on the recruitment email for PPC Membership.		
RECOMMENDATION #9: The Executive subcommittee realigned the PPC Subcommittees to place a seasoned PPC member on the Evaluation subcommittee.		

NOTE: All HIV Prevention Planning Committee (PPC) meeting summaries, tapes and documents are available for review and inspection at the Office of AIDS Programs and Policy (OAPP) located at 600 South Commonwealth Avenue, 2nd Floor, Los Angeles, CA 90005. To make an appointment to review these documents, please call Cheryl Williams at (213) 351-8126.

(PPC06-02-05min) Revd06-24-05